

U.S. Department of Labor

Employment and Training Administration
Sam Nunn Atlanta Federal Center
Room 6M12 - 61 Forsyth Street, S.W.
Atlanta, Georgia 30303



NOV 24 2004

MEMORANDUM FOR:


GAY GILBERT
Administrator, OWI

Attention: Anthony Dais

ANNA W. GODDARD
Administrator, OFAM

Attention: Fred Tello

FROM:


HELEN N. PARKER
Regional Administrator

SUBJECT:

Alabama Reemployment Services Grant Plan

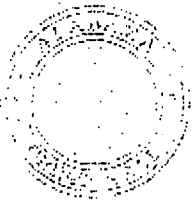
In accordance with Training and Employment Guidance Letter No. 5-04, attached is the Alabama PY 2004 Reemployment Services (RES) Grant Plan transmitted by letter dated November 8, 2004. We have reviewed and approved the plan. The plan is for the period July 1, 2004, through June 30, 2005, and the funding level is \$541,555.

Please direct any program questions regarding this RES Grant Plan to Elaine Phillips at (404) 562-2119 or fiscal questions to James Schlottman at (404) 562-2095.

Attachment

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STATE OF ALABAMA
Department of Industrial Relations

Industrial Relations Building
649 MONROE STREET ■ MONTGOMERY, ALABAMA 36131



BOB RILEY
Governor

PHYLLIS K. KENNEDY
Director
(334) 242-8990
FAX: (334) 242-3960
pkennedy@dir.state.al.us

November 8, 2004

Ms. Helen Parker
Regional Administrator
U. S. Department of Labor
Employment & Training Administration
Atlanta Federal Center
61 Forsyth Street, S.W.
Atlanta, Georgia 30303

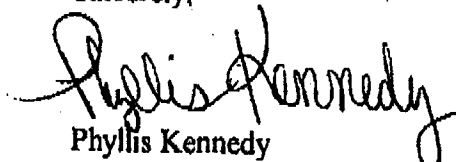
Dear Ms. Parker:

Transmitted herewith are two copies of the Program Year 2004 Alabama State Employment Service Reemployment Services Plan.

This Plan conforms to the requirements of Training and Employment Guidance Letters No. 3-02 and No. 5-04, and the State's WIA/Wagner-Peyser Five-Year Strategic Plan.

If I can be of further assistance, or if more information is needed, please let me know.

Sincerely,


Phyllis Kennedy
Director

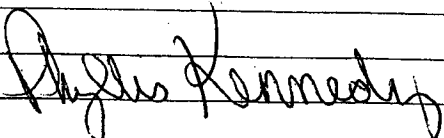
PK/SCW/sf
Enclosures

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED September 28, 2004	Applicant Identifier
Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION			
Legal Name:		Organizational Unit:	
Alabama Department of Industrial Relations		Department:	
Organizational DUNS: 001800247		Division: Employment Security	
Address:		Name and telephone number of person to be contacted on matters involving this application (give area code)	
Street:		Prefix:	First Name:
649 Monroe Street		Ms.	Sylvia
City: Montgomery		Middle Name	
County: Montgomery		Last Name Williams	
State: Alabama	Zip Code 36130	Suffix:	
Country: United States		Email: SWilliams@dir.state.al.us	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 63-6000619		Phone Number (give area code) (334) 242-8003	Fax Number (give area code) (334) 242-8012
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		7. TYPE OF APPLICANT: (See back of form for Application Types) State Other (specify)	
Other (specify)		9. NAME OF FEDERAL AGENCY:	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Reemployment Services 17-207		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Funding for Wagner Peyser Reemployment Services Grant	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Statewide			
13. PROPOSED PROJECT Start Date: July 1, 2004 Ending Date: June 30, 2005		14. CONGRESSIONAL DISTRICTS OF: a. Applicant AL-7th b. Project Statewide	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 541,555.00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
b. Applicant	\$.00	DATE: N/A	
c. State	\$.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$.00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
f. Program Income	\$.00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
g. TOTAL	\$ 541,555.00		

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mrs.	First Name Phyllis	Middle Name K.	
Last Name Kennedy		Suffix	
b. Title Director		c. Telephone Number (give area code) (334) 242-8990	
d. Signature of Authorized Representative 		e. Date Signed September 28, 2004	

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$ 0.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					Total (5)
	(1)	(2)	(3)	(4)		
a. Personnel	\$	\$	\$	\$	\$	0.00
b. Fringe Benefits						0.00
c. Travel						0.00
d. Equipment						0.00
e. Supplies						0.00
f. Contractual						0.00
g. Construction						0.00
h. Other						0.00
i. Total Direct Charges (sum of 6a-6h)	0.00	0.00	0.00	0.00	0.00	0.00
j. Indirect Charges						0.00
k. TOTALS (sum of 6i and 6j)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00
7. Program Income	\$	\$	\$	\$	\$	0.00

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$	\$	\$	\$ 0.00
9.				0.00
10.				0.00
11.				0.00
12. TOTAL (sum of lines 8-11)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 541,555.00	\$ 146,220.00	\$ 136,905.00	\$ 134,870.00	\$ 123,560.00
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 541,555.00	\$ 146,220.00	\$ 136,905.00	\$ 134,870.00	\$ 123,560.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	22. Indirect Charges:
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23. Remarks:

REEMPLOYMENT SERVICES PLAN - PY 2004

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 - ✓ Referred to Employment
 - ✓ Entered Employment
 - ✓ Job Development Contacts
 - ✓ Job Search Plans
 - ✓ Participation in Job Search Workshops
 - ✓ Referred to Support Services
- Quarterly progress reports on:
 - ✓ UI Entered Employments
 - ✓ Entered Employment Rate
 - ✓ Entered Employment Retention Rate
 - ✓ Duration of UI claimants receiving benefits
 - ✓ Rate of UI benefit exhaustions

PERFORMANCE OUTCOMES

- Increase the number of UI Claimants provided Job Search Activities
- Increase the number of UI Claimants participating in Job Search Workshops
- Increase the number of Job Search Plans for UI Claimants
- Increase the number of Job Development Contacts for UI Claimants
- Increase the number of UI Claimants Referred to Employment
- Increase the number of UI Claimants Entering Employment
- Increase the number of UI Claimants Referred to Support Services
- Reduce the duration of UI Claimants receiving benefits
- Reduce the rate of UI benefit exhaustion

**ALABAMA STATE EMPLOYMENT SERVICE
REEMPLOYMENT SERVICES PLAN
PY 2004**

I. BACKGROUND/NEED

Reemployment Services (RES), provided through the PY 2004 funding grant of \$541,555 remain critical to the continued provision of enhanced and targeted direct services to UI claimants. RES funding last year (PY 2003) of \$550,972 was fully expended supplementing shrinking Wagner-Peyser allotments in order to increase services to UI claimants over and above regular services. The demand for reemployment services remains high as slow economic recovery continues to curtail hiring activity while maintaining upward pressure on unemployment. Employment growth of only 1.0% thus far in CY 2004 (January - September) continues to hamper improvement in the state's jobless picture with unemployment declining only 0.1 this year (CY 2004) to 5.7% which mirrors the national rate.

While the demand for reemployment services remains high, Alabama's funding for core labor exchange services continue to contract, shrinking \$160,000 in PY 2004. This marks the third straight yearly decline in funding with losses totaling \$566,000 (-5.2%) since PY 2001. It should be noted that during this same period the cost per position for delivery of labor exchange services has increased 30%.

RES funding for PY 2004 will be used by the Alabama State Employment Service to enhance and target labor exchange services to UI claimants. While all points of service will be charged with providing reemployment services to UI claimants, RES resources will be focused in those areas identified with the greatest need, and opportunity for success as determined through labor market information provided by DIR's Labor Market Information Division. These funds will be used to supplement Wagner-Peyser allotments, where funding continues to decline, thereby increasing job search services to UI claimants over and above the regular services provided them.

The PY 2004 RES Plan will provide a smooth seamless transition from PY 2003. Focus of the RES Plan remains unchanged: "to provide direct job search assistance early in the onset of unemployment in order to return the claimant to suitable employment in the shortest possible time."

The PY 2003 performance outcomes and accomplishments indicate that the PY '03 Plan appeared to be on target, though results, in some instances, continued to be masked by a sluggish economy. Review of the results achieved in the PY 2003 Plan performance

measures revealed a marked increase in the overall quantity and quality of reemployment services provided to UI claimants during PY 2003.

During PY 2003 the number of UI claimants registered increased 1.63% to 161,948 while registration of non-claimants declined -5.83%. Claimants' share of the applicant pool grew from 41.2% to 43.1% in PY 2003. Job search activities for claimants continued to intensify in PY 2003 posting an increase of 3.86% which is more than double the rate of increase in the claimant pool (1.63%). By contrast, job search activities for non-claimants declined -5.76%.

Five of the seven RES Performance goals for PY 2003 were met.

1. The number of UI claimants entering employment in PY 2003 increased 5,278 or 12.79%. During this same period entered employments for non-claimants declined 995 (-1.7%).
2. The number of UI claimants referred to jobs increased 11,532 to total 85,032 in PY 2003. This 15.69% increase was in sharp contrast to the referral of non-claimants which increased only a modest 0.69%.
3. The number of UI claimants participating in Job Search Workshops more than doubled (142.5%) in PY 2003 serving 6,333 claimants. This more than-exceeded the 119.4% increased participation posted for non-claimants.
4. Job Search Planning services for UI claimants closely mirrored the overall increase in UI claimants (1.63%) numbering 136,449 for an increase of 1.48%. JSPs for non-claimants during this time declined -4.63%.
5. The duration of UI claimants receiving benefits declined in PY 2003 to 12.6 weeks, down from 13.1 weeks in PY 2002.

Two performance goals were not met:

1. Reduction in the exhaustion rate of UI claimants receiving benefits was narrowly missed, edging slightly upward to 32.9% from PY 2002's 32.7%. This does, however, represent significant slowing in the increase in the exhaustion rate since PY 2001's 22.6%.
2. Increasing the number of job development contacts for UI claimants, missed the goal of 2,757 by only 188 (-6.79%) contacts. Staff reductions numbering 33 positions (-7.4%) since PY 2002, contributed to the short fall in this labor intensive service.

Based upon these positive performance outcomes achieved in PY 2003, no major actions or changes are proposed for the RES PY 2004 Plan. Instead, the PY 2004 Plan will continue to build upon the successes achieved in PY 2003.

II. PROGRAM DESIGN

GOALS

Reemployment Services funding will continue to be used to provide direct staff-assisted job search assistance and labor market information early in the onset of unemployment in order to make it possible for the claimant to return to suitable employment in the shortest possible time.

The performance measures and goals of this program will continue to be: 1) increase the number of UI claimants entering employment, 2) increase the number of UI claimants referred to jobs, 3) increase the number of job development contacts for UI claimants, 4) increase the number of UI claimants participating in Job Search Workshops, 5) increase the number of job search plans for UI claimants, 6) reduce the duration of UI claimants receiving benefits, and 7) reduce the rate of UI benefit exhaustions.

In addition to these performance measures, a new measure, "Referred To Support Services," is incorporated in this year's plan to assess the integration of RES in the One-Stop through providing referrals to One-Stop Career Center Partners for UI claimants requiring intensive services.

New Labor Exchange Performance Standards, i.e., Entered Employment Rate (EER) and Entered Employment Retention Rate (EERR) for eligible claimants are also being included as performance measures in the RES PY 2004 Plan.

Strategies for achieving RES goals were developed by experienced ES field staff who reviewed existing strategies, policies and procedures, and determined best practices and next step strategies.

SERVICE TO UI CLAIMANTS

All UI claimants seeking labor exchange assistance will be provided core services, as appropriate, to include: assessment, job search planning, provision of labor market information, job development, testing, resume preparation assistance, and selection and referral to available jobs. Priority of service for UI claimants for selection and referral services will continue to be emphasized as reaffirmed in DIR Memorandum No. 1157, Supplement No. 5, Employment Service Application-Taking Policy. This recognition of UI claimants as a priority group recognizes the Employment Service's commitment to

providing priority of services to UI claimants. As a reminder to this commitment to claimants, local office plans of service contain plans, strategies, procedures and goals for service to UI claimants.

Job Search Workshops will be available to all UI claimants through One-Stop Career Centers or affiliated locations. This intensive, staff-assisted service will focus on job search, application completion, resume preparation, and interviewing skills. All Workshop aids such as video tapes and workbooks utilized in the training have been updated and training in use of the new materials provided to workshop facilitators.

“Orientation” to the Career Center Resource Room will continue to be an integral part of every workshop. These resource rooms contain a variety of self-help print, video, and electronic career guidance tools and materials to assist job seekers in conducting their own self-directed job search. All Career Centers provide access to the Internet.

WORKER PROFILING

Worker profiling will continue to be an integral part of RES. The Employment Service, through the one-stop system, is the primary service provider for Worker Profiling Reemployment Services (WPRS) and will provide services to those claimants identified according to profile data. All Career Centers will have access to the profiled claimants in order to assist in their return to work.

Profiled UI claimants will be provided services on a timely basis with individualized plans for their return to the work force. Orientation, assessment, counseling, testing, and job search activities will be scheduled as needed and as identified in a service plan. The individual service plan will be designed according to each individual claimant's situation and may indicate various steps in the Job Search Activity. Referral to other Career Center partners for intensive services and training will be accomplished as indicated in the plan.

III. SERVICE DELIVERY / PROGRAM LINKAGES

ONE-STOP SYSTEM

Delivery of Reemployment Services by the Employment Service will be accomplished through the state's One-Stop Career Center System. Alabama has 30 comprehensive One-Stop Career Centers and 20 affiliated one-stop sites linked electronically to the Career Center System blanketing the state to provide reemployment services. While all points of service will be charged with providing reemployment services to UI claimants, RES resources will be concentrated in those areas identified with the greatest need, and opportunity for success.

TARGET AREAS

RES resources, in keeping with the national allocation guideline, will be targeted to those areas of the state with the greatest share of UI first payments. Partial claims will be discounted since most partial claimants have an employer attachment and will likely be returning to former jobs, thus precluding the need for reemployment services. Those areas identified with the greatest concentration of first payments must also demonstrate a viable job market offering reasonable opportunity for successful entered employment of these claimants. This viability is determined through labor market information provided by DIR's Labor Market Information Division, a Career Center partner, identifying employment and unemployment trends for these areas.

Offices selected for RES allocation targeting for PY 2004 are: Alabaster, Albertville, Alexander City, Anniston, Birmingham, Cullman, Decatur, Foley, Ft. Payne, Gadsden, Huntsville, Mobile, Montgomery, Opelika, Scottsboro, Selma, Sheffield, Talladega, Trussville, and Tuscaloosa.

PROGRAM LINKAGE

One-Stop Career Center partners will continue to be made aware of the RES initiative and services available to assist UI claimants. Claimants determined to have employment barriers impeding or precluding their return to suitable work will be referred to appropriate partner agencies in the One-Stop for more intensive services assistance. In turn partners will also be encouraged to refer qualified clients to appropriate RES-related services.

UI CALL CENTERS

The Alabama Unemployment Compensation agency's primary method of delivery of UI services is through telephone call centers. Claimants are linked electronically to the One-Stop service delivery system and all of the available reemployment services through ES/UI automated systems that identify claimants and require ES registration. This includes the provision of Career Center and affiliated one-stop site locations and services available to Call Center staff for their information and utilization in answering questions and/or directing claimants to One-Stop partners for services.

IV. TIMELINES / MILESTONES

● MONTHLY:

Milestones will be marked by the following performance measures:

- The number of UI Claimants Provided Job Search Activities - DART.

- The number of UI Claimants Referred to Employment - DART.
- The number of UI Claimants Entering Employment - DART.
- The number of Job Development Contacts for UI Claimants - DART.
- The number of Job Search Plans for UI Claimants - DART.
- The number of UI Claimants in Job Search Workshops - DART.
- The number of UI Claimants referred to Support Services - DART.

● **QUARTERLY:**

Milestones will be observed through tracking the following performance measurements:

- The number of UI Claimants Entering Employment - ETA 9002 A.
- The Entered Employment Rate of UI Claimants - ETA 9002 C.
- The Entered Employment Retention Rate of UI Claimants - ETA 9002 C.
- The Duration of UI Claimants receiving benefits - UI Report 9049 A.2.
- The rate of UI Claimants benefit exhaustions - UI Report 9049 A.1.

V. PERFORMANCE OUTCOMES

The RES program will use the following measures to evaluate performance outcomes in PY 2004: 1) the number of UI claimants provided job search activities, 2) the number of UI claimants entering employment, 3) the number of UI claimants referred to employment, 4) the number of job development contacts for UI claimants, 5) the number of job search plans for UI claimants, 6) the number of UI claimants participating in job search workshops, 7) the number of UI Claimants referred to Support Services, 8) the duration of UI claimants receiving benefits, and 9) the rate of UI claimants benefit exhaustions.

RES will also incorporate the new labor exchange performance measures - Entered Employment Rate and Employment Retention Rate at Six Months.

Program outcomes for these performance measures will be obtained from DART and ETA 9002 reports on Service to Job Seekers, Performance Outcomes for Job Seekers, Labor Exchange Activities, and quarterly reports for UI activities in UI Reports 9048 and 9049.

The following program performance outcomes are anticipated for PY 2004:

- Increase the number of UI Claimants Provided Job Search Activities over last year's performance - ETA 9002 A.
- Increase the number of UI claimants participating in Job Search Workshops over

last year's performance - DART.

- Increase the number of Job Search Plans for UI Claimants over last year's performance - DART.
- Increase the number of Job Development Contacts for UI Claimants over last year's performance - DART.
- Increase the number of UI Claimants Referred to Employment over last year's performance - ETA 9002 A.
- Increase the number of UI claimants entering employment with the Wagner-Peyser Act labor exchange over last year's performance - DART.
- Increase the number of UI Claimants referred to Support Services - ETA 9002 A.
- Reduce the duration of UI claimants receiving benefits over last year's performance - UI Report 9049 A.2.
- Reduce the rate of UI benefit exhaustion over last year's performance - UI Report 9049 A.1.
- Exceed the Entered Employment Rate of All Job Seekers - ETA 9002 C.
- Exceed the Entered Employment Retention Rate of All Job Seekers - ETA 9002 C.